

SUBJECT: Summary of Agency Employment - John L. Poe *JP*

1. Entered on duty in May 1954 as a CT/C. Assigned to [] until May 1955. Then assigned to Europe as a CT/C for two separate tours. Was then assigned back to [] until September 1963. Duties during the above period consisted of [] classified cable traffic and supervising personnel in the above duties.

2. In September 1963 transferred to OC-Records Management Staff as an analyst. Duties consisted of analyzing various types of correspondence to assure proper distribution.

3. In 1966 became a Records Administration Officer and Branch Chief of []. Duties consisted of the control of records; i.e., archiving, file systems, record surveys, Regulatory Issuances, control and design of forms, and the supervision of personnel in this branch.

4. In January 1971 was assigned to [] as Administrative Officer. Duties consisted of providing support to an entire communications complement.

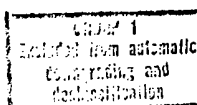
NEAR EAST
6 MAR 1972

NO SECURITY OBJECTIONS

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APPROVED FOR
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